

**BERRYVILLE ARCHITECTURAL REVIEW BOARD**  
**Berryville-Clarke County Government Center**  
**MINUTES OF REGULAR MEETING**  
**Wednesday, February 4, 2015**

The regular meeting of the Berryville Architectural Review Board was held on Wednesday, February 4, 2015 12:00 p.m. in the Berryville – Clarke County Government Center located at 101 Chalmers Court in Berryville, Virginia.

**ATTENDANCE**

The following members of the Board were present: Jim Barb, Chair; Ken Livingston, Vice Chair; Susan Godfrey; Gene Williamson; Robin McFillen

The following staff member was present: Christy Dunkle, Town Planner

Ms. Dunkle called the meeting to order at 12:00 p.m.

**ELECTION OF OFFICERS**

Ms. Dunkle asked for nominations for chair and vice chair. Ms. McFillen made the motion to retain Mr. Barb and Mr. Livingston as chair and vice chair, respectively, seconded by Ms. Godfrey, the motion carried unanimously by voice vote.

**APPROVAL OF AGENDA**

Mr. Livingston moved to approve the agenda as written, seconded by Mr. Williamson. The motion passed unanimously by voice vote.

**APPROVAL OF MINUTES**

Ms. Godfrey moved to approve the minutes of the December 3, 2014 meeting as amended, seconded by Mr. Williamson. The motion passed by voice vote.

**Sign Review**

**Duncan Memorial United Methodist Church (Robert Ferrebee, Agent), is requesting a Certificate of Appropriateness for a freestanding sign replacing the existing sign in front of the church located at 210 East Main Street, identified as Tax Map Parcel number 14A2-((A))-137 zoned R-2 Residential.**

Mr. Barb asked Mr. Ferrebee to join the Board at the table. Mr. Ferrebee said they would like to modify the existing sign with a new sign panel in order for people to find the church more easily. He described the sign and added that because the new sign panel had interior lighting, the spot lights will be removed. He said landscaping would continue to be planted in front of the sign. Ms. Dunkle noted that the drawing in the packet was not to scale. Mr. Livingston asked if the panel would be centered and if their plans were to add brick to the existing sign. Mr. Ferrebee said they will be adding one column of bricks. Mr. Livingston asked that they try to match the brick and mortar as closely as possible to the existing. Ms. McFillen said the new sign looked nice. She asked whether they were going to be using the previous events sign. Mr. Ferrebee said they would still like to use that sign for special events.

There being no further discussion, Mr. Williamson made the motion to approve the submission as presented, seconded by Ms. McFillen. The motion passed unanimously by voice vote.

### **Sign Review**

**Randall Loker, Owner, is requesting a Certificate of Appropriateness for a projecting sign for his CPA business located on the second floor of 23 East Main Street, identified as Tax Map Parcel number 14A5-((A))-77, zoned C General Commercial.**

Ms. Dunkle described the request. She said that Mr. Loker was opening his office in a second space on the second floor of 23 East Main Street above the Fire House Gallery. Ms. Godfrey asked if the type would be large enough to read. There was a general discussion about the installation of the sign below the Turiya Yoga + Wellness sign. Ms. Dunkle said she discussed the installation with both business owners and specifically note the requirement that the bottom of the lowest sign must be at least 8'-6" above the sidewalk.

There being no further discussion, Mr. Barb asked for a motion. Ms. Godfrey moved to approve the sign as presented, seconded by Mr. Williamson, the motion was unanimously approved by voice vote.

### **Sign Review**

**Freddie Ciampi, Owner, is requesting a Certificate of Appropriateness for a wall sign and grand opening banner for his business, Social Graces Ballroom Dance Studio, LLC located at 639 East Main Street, identified as Tax Map Parcel number 14A6-((4))-13 zoned C-1 Commercial.**

Mr. Barb asked Mr. Ciampi to the table to discuss his requests. Mr. Ciampi said he would like to place a 120"x30" metal sign in the location of the previous Olympus Gym sign. He said the sign is larger than the recessed brick area on the building but that he would like to place it in the same general location. He requested two shielded floodlights that would shine on the sign from above. Ms. Dunkle referenced the submission of a photo of the proposed shields per their previous conversation. Mr. Ciampi said he had not decided on a shield design yet but said he would select one and forward it to the Board. Mr. Livingston asked how the sign will be lit evenly when it was 120" long. There was a general discussion about the number of lights that would be needed to light the sign. It was determined that Mr. Ciampi could submit photos of his final lighting selection to staff for review and final approval. Mr. Barb added that the lights should only be on during hours of operation. Mr. Ciampi said he was planning to add some decals to the window and had discussed with staff that light colored vinyl should be used.

Ms. Dunkle asked about the grand opening banner she had previously discussed with the applicant. Mr. Ciampi said he was not ready to present that yet. It was determined by Board members that the applicant may submit the banner to staff for review and approval.

There being no further discussion, Mr. Williamson moved to approve the sign as presented, seconded by Ms. McFillen, the motion was unanimously approved by voice vote. Ms. Dunkle thanked Mr. Ciampi for the removal of the unattended donation bin that had been in front of the building for several years.

### **Historic District Designation Letter of Support**

Ms. Dunkle said that Clarke County is requesting National Historic District designation for the Josephine City neighborhood through the Virginia Department of Historic Resources. Mr. Barb gave a brief history of previous efforts for establishing both local and national historic districts. Mr. Livingston said this was an honorary designation that would allow residents of the street to qualify for historic tax credits if the proper protocol was followed. He added that review by this Board was not part of this designation.

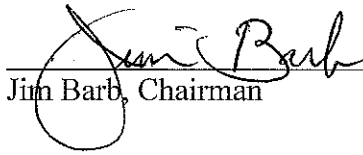
There being no further discussion, Ms. McFillen moved to support the County's efforts through the letter of support drafted by staff, seconded by Mr. Livingston, the motion was unanimously approved by voice vote.

**Other**

There was a brief discussion about the purchase of 1 West Main Street and future efforts with that building.

**ADJOURNMENT**

There being no further business, Ms. McFillen moved to adjourn the meeting, seconded by Mr. Livingston, the meeting adjourned at 12:40p.m.



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Jim Barb, Chairman



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Christy Dunkle, Recording Secretary

